

To: Christopher, Anne[Christopher.Anne@epa.gov]
From: Koch, Kristine
Sent: Mon 8/17/2015 8:41:34 PM
Subject: RE: Role Clarification and TCT Email Group is Attached
2014-04-30 CONFIDENTIAL Road to ROD Activities.docx

I know Debbie has it...she asked me for it several times. I would assume that she shared it with him.

Kristine Koch
Remedial Project Manager
USEPA, Office of Environmental Cleanup

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From: Christopher, Anne
Sent: Monday, August 17, 2015 1:39 PM
To: Allen, Elizabeth; Conley, Alanna; Koch, Kristine
Subject: RE: Role Clarification and TCT Email Group is Attached

Kristine,

Does Davis have a copy of that big Road to ROD table and Roles and Responsibilities list that we went through when I first started (we had meetings on March 4 and 25)? I couldn't find an updated copy from after the meetings, otherwise I would have just sent it to him.

Maybe that will help expedite the team call on Wednesday and help with his confusion.

Annie

From: Allen, Elizabeth

Sent: Monday, August 17, 2015 12:18 PM
To: Conley, Alanna; Christopher, Anne
Subject: RE: Role Clarification and TCT Email Group is Attached

I suggest Wednesday's meeting just be for the "confused people," and that those of us who know what the hell we're doing and actually work continue to do so...

From: Conley, Alanna
Sent: Monday, August 17, 2015 12:13 PM
To: Koch, Kristine; Christopher, Anne; Allen, Elizabeth
Subject: FW: Role Clarification and TCT Email Group is Attached

FYI on meeting invites.

Thanks

From: Zhen, Davis
Sent: Monday, August 17, 2015 10:58 AM
To: Conley, Alanna; Robinson, Deborah
Subject: RE: Role Clarification and TCT Email Group is Attached

Hi Alanna,

I believe there is a miscommunication on this issue. I had "Send MOU partners list to Alanna" as my action item after our conversation. However, you raised a good question on whether it would be more appropriate for Debbie (or other RPMs) to send out the invite to the TCT/MOU partners. I think it would be more appropriate for Debbie to send it out.

Debbie, could you send out the invite to the TCT members? I would say from now on, the CIC will continue to send invites to the Community Members and Debbie will be send invites to the TCT members.

Thanks,

Davis Zhen
Environmental Cleanup Unit 2

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From: Conley, Alanna
Sent: Monday, August 17, 2015 9:19 AM
To: Robinson, Deborah
Cc: Zhen, Davis
Subject: RE: Role Clarification and TCT Email Group is Attached

Hi Debbi,

Correction - Per the phone conversation last week with Davis and Cami, Davis was to follow up with you and Kristine on who should send invite to MOU Partners (labeled TCT partners below) for Sept 17th meeting. Davis, please advise if this was your understanding also.

During the call, I mentioned that on 8/12/15 I sent the invite to the Community Partners for the Sept 17th briefing (Debbie, Cami and Davis were copied) on the invite. For consistency, I suggest that the CIC continue to send invites to the Community Partners for future meetings.

Please let me know what is decided regarding future communication of meetings to the MOU partners.

Thanks – Alanna

From: Robinson, Deborah
Sent: Friday, August 14, 2015 3:49 PM
To: Conley, Alanna
Cc: Zhen, Davis
Subject: Role Clarification and TCT Email Group is Attached

Hi Alanna,

In speaking with Cami today she let me know that for past PH Execs meetings you had scheduled and invited the Community Partners but not the TCT to the follow up meetings. I appreciate knowing that, as I was thinking you had handled both in the past. I am really sorry about the mix-up that happened last week.

Cami said you offered to send the invitation to the TCT for the September 17 meeting if you could get the mailing list. I am attaching my TCT email list. It does not include Cami and Davis, but for the PH Execs meetings, they should also receive the invitation to the TCT follow up meeting.

If you would prefer, I would take the responsibility to invite the TCT to the September 17 and any future PH Execs follow up meetings. In that case I would defer to you to set the schedule so that the two follow up meetings would be scheduled together. If you would prefer that, please just let me know.

Thanks,

Debbie

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From the Desk of:
Debbie Robinson
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